



OFFICE OF THE DEPUTY UNDER SECRETARY OF DEFENSE

WASHINGTON, D. C. 20301

88-126

JAN 1980

POLICY REVIEW

MEMORANDUM FOR Chief, Information Services Staff
Directorate of Administration
Central Intelligence Agency

SUBJECT: Coordination of Problems Related to the Systematic Review of
Classified Permanent Records

This is in response to your letter of 1 November 1979 that proposed a joint working group to coordinate the handling of common problems encountered in the systematic review of permanent records 20 years of age or older as required by Executive Order 12065.

In this department the systematic review function is not centralized but is accomplished by each of the Defense Components with respect to its own records. Thus it was necessary that each of the Defense Components that might be expected to encounter need to interface with CIA in the course of such systematic review have opportunity to consider your proposal.

The Defense Components, without exception, are opposed to participation in a joint working group for purposes as outlined in your letter. Opposition to the proposal you made seems to reflect a general opinion as to the efficiency and effectiveness of working groups as instrumentalities for accomplishing the functions and tasks that are performed in satisfying the systematic review requirements of the Executive Order.

Nevertheless, there is need for the personnel of this department and of your agency who are charged with performing systematic review to communicate frequently and freely with each other when acting upon particular documents and records. I understand that at the working level that kind of communication has been occurring at the initiative of the Defense Components, such as the Joint Chiefs of Staff, that began systematic review programs under the requirement of Executive Order 11652. That requirement, of course, had little impact upon Defense Components less than thirty years old such as the Defense Intelligence Agency.

I believe it will be mutually useful to facilitate such working-level communication and to that end will provide you a listing of the personnel responsible for systematic review programs of the Defense Components whose functions and activities are generally related to those of the CIA.

Arthur E. Van Cook
Director of Information Security

Mr. Arthur F. Van Cook
Director of Information Security
Office of the Deputy Under Secretary of Defense
(Policy Review)
Room 3C260
The Pentagon, Washington, D.C. 20301

Dear Art:

Our classification review officers have suggested that it would be very helpful to have a joint working group composed of representatives from State, DOD, the military services, and CIA to coordinate the handling of common problems arising from the systematic review requirements of Executive Order 12065. This group could be augmented, as required, by representatives from other agencies. The group would develop procedures for the classification review of permanent records 20 years of age or older of mutual interest and serve as a forum for the exchange of ideas in declassification problems. Members of the group could also serve as focal points for referrals of permanent documents requiring systematic review by another member agency.

The first task envisaged for the group concerns the review of materials produced by the various interdepartmental committees or subcommittees established under the United States Intelligence Board or its predecessor, the Intelligence Advisory Committee. Among these were the National Intelligence Survey report series, and reports prepared by the Economic Intelligence Committee, and others. Once the problem of systematic review of interdepartmental reporting is resolved the group may concern itself with other systematic declassification problems where there is a mutuality of interests.

Should you consider the suggestion to have merit, the appointment of a representative or representatives to the working group would be appreciated. Such representatives may contact [redacted] Chief, Intelligence Branch, Classification Review Division, on [redacted] to arrange for an initial organizational meeting of agency representatives. We would very much appreciate your early response to this proposal.

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Chief, Information Services Staff
Directorate of Administration

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